

**Wisconsin Enterprise Architecture Team (WEAT)**  
**May 15, 2:00 – 5:00 PM, DOA Building, Yahara (122) Conference Room**

(Meeting Attendees in Bold)

**WEAT Voting Members:**

- **Doug Bingenheimer, (Team Leader/Chief Enterprise Architect - DET)**
- **Keith Hazelton (UW representative)**
- Bud Borja (Milwaukee Co., local government representative)
- Mickey Crittenden (Rock Co., local government representative)
- **Jay Jaeger (DOT, large state agency representative)**
- **Diane Kohn (DWD, large state agency representative)**

- **Rich Hamann (DNR, small agency rep, Apps rep)**
- Paul Hedges (WHS, small agency rep)
- **Judy Heil (DET customer service rep)**

**Team Facilitator - Tekla Wlodarczyk (DET Administrator's Office, Enterprise Architect)**

**DET Representatives**

- **Max Babler (DET Operations Representative)**
- Allen Poppe (DET Development Representative)

- **Erik Mickelson (Enterprise Process Integration)**
- **Dave Mockert (Technical Architect)**

**Agenda**

#	Time	Item	Presenter	Item Description	Discussion	Action Item(s)	Responsible Person	Due Date
1	2:00	Introductory Remarks	Doug Bingenheimer	Update on items from DET - Data Center Move - Other agenda items?	- Staff has moved into the new data center. The TLC is touring the new data center on Friday May 19. - There is a change of pace of items coming from SIS, as SIS transitions to Operations and their primary focus is getting the data center up and running. - WEAT meeting date/time changed from first and third Monday from 2 – 5 to every other Monday, starting in July, from 2 – 4:30.			
2a	2:10	Governance Proposal Development for Matt - Continued	Rich Hamann & Doug Bingenheimer	Recap last meeting - Synthesize the charts	WEAT is creating a proposal of how IT governance should work across the extended enterprise. The solution should be right sized and include the right strategies. The immediate goal is to create a proposal to present to Matt Miszewski and then other stakeholders.  The timeline for completion is in time for any budget considerations.  WEAT is reviewing existing documents including the Enterprise Architecture Strategy and Principles from November 2004.  Doug said there are currently insufficient resources aligned to IT architectural governance throughout the enterprise. The result of the proposal may be to ask for more resources. WEAT says that the			

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					<p>value to the agencies must demonstrated. They must be shown "what's in it for them." The team also discussed various strategies for funding additional resources. The Team wants to grow this talent within the state staff to promote interest, trust and buy-in.</p> <p>The Team wants to standardize processes and deliverables (required documents) in order to have had a managed and prioritized body of work. The processes need to be flexible and agile to respond quickly if needed. The process should be simple and predictable with little administrative overhead.</p> <p>The value of this type of planning is avoiding disaster, avoiding real money going out the door, and avoiding missed business opportunities. Having a system of measurable deliverables allows for measuring the results to determine the level of success. The outcome should be to minimize variance that doesn't provide value and run the state's business on a leaner set of products.</p> <p>There may need to be some "standing" groups created or "virtual" groups that could be called into action quickly for investigation, analysis, and recommendations. The Domain structure morphed into the SIS project solutions teams, and now that SIS is winding down, there is not similar structure to take its place.</p> <p>Even though WEAT is looking primarily at DET and interactions with agencies, the Team needs to develop a governance system that also takes into account the entire enterprise including local governments and school boards. There may end up being one model for agencies and another for the extended enterprise. The Team suggested to lead by example to</p>			

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					have the state agency model be successful and then the extended enterprise will want to join.  Work continues in this area.			
2b	2:20		Jay Jaeger & Diane Kohn	Background/ Legacy document Governance Domains and WEAT	Jay previously sent this in an e-mail to the Team.			
2c	2:35		Paul Hedges	Challenges / issues / barriers to be addressed	Not addressed			
2d	2:50		Keith Hazelton	Value proposition - business case to support the proposal	See discussion above			
2e	3:05		Mickey Crittenden	Straw-man of scope	Not addressed			
2f	3:15		Doug Bingenheimer, Erik Mickleson, Bud Borja	Straw-man model of what and how it may work	See discussion above			
	3:40	BREAK						
3a	3:50	Next Steps	Doug Bingenheimer, et al.	Actions / Assignments		Suggest what issues remain and submit examples of what a vision of the new governance might be.	All Team Members	EOB May 18
3b	4:10		Dave Mockert, Rich Hamann, Jay Jaeger	Update on Delegated administration; Principles bullet list based upon WEAT's principles	Delegated administration is making headway, but not ready for a full presentation. They will use the model of delegated administration for the first two agency consolidations and then make modifications as needed.			
3c	4:20		Allen Poppe, Rich Hamann	Use Case – SharePoint	Not addressed.			
4	4:30	IBIS Technical Architecture Considerations Update	Dian Kohn	Update on working with Kate re: technical architecture considerations and the information required if exceptions are to be pursued	Not addressed.			
5	4:35	Technology Selection Team Update	Doug Bingenheimer, Diane Kohn	Update on the progress of the team	The TSP team is continuing progress in this area. They are developing a prototype they hope to pilot. They want to see WEAT principles embedded into the process. Any comments about or suggestions for the process may be directed to Doug or Diane Kohn.			

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6	4:45	Strategic IT Plan Review Update	Doug Bingenheimer, Diane Kohn	Update on the progress of the Strategic IT Plan Review	The review teams are meeting to evaluate plans for capacity issues, DET support needs, collaborative opportunities, affects to the enterprise architecture, and any ideas or projects for inclusion in the enterprise strategic plan.  By June 15 there should be some early results of the evaluations.			
7		Other						

#### WEAT Actions since 03/07/06

Date Completed	Item	Description	Next Steps
3/30/06	Vote #12	Remote Access Tool Recommendation (#63) – vote results still coming in.	Approved
04/04/06	Review #5	Database Account Management Tools Recommendations Review (#66) – review in progress.	Comments made, forwarded to Matt for review

#### Items To Bring To CIO

Item	Description	Next Steps	Responsible Party	Due Date
CIO Exec Council	EA membership		Doug Bingenheimer	

#### Outstanding Items

Item	Description	Next Steps	Responsible Party	Due Date
Portal Information	Allen Poppe had a business justification from someone they hired, could serve as a model for a “Road Map”	Sent to WEAT	Allen Poppe	ASAP
Possible need for a formalized forum within WEAT process for review and comment by agencies / stakeholders	One issue regarding WEAT’s role is that there is no other formalized forum for review or comment by agencies / stakeholders. This type of review should be worked into the process in the future.	<ul style="list-style-type: none"> <li>Develop the desired process / workflow.</li> <li>Publish process</li> <li>Communicate Process availability (Push info?)</li> </ul>	Tekla Włodarczyk	Long-term

#### Future Agenda Items

Suggested Meeting Date	Item	Contact	Description
	E-mail	Trina Zanow	E-mail consolidation project architecture
	HPOV	Max Babler	Support tools strategy